



PUBLIC WORKS INSPECTOR

DEFINITION

Under general supervision, serves as a generalist inspector in the routine inspection and enforcement of public works facilities; may be assigned to accomplish technical field and office work in the enforcement of Municipal Code violations; and performs related work as required.

DISTINGUISHING CHARACTERISTICS

This is a journey-level position in the public works inspection series. Incumbents of this class work independently and review of their work is generally done upon completion. Incumbent is responsible for in-depth, complex reports and files related to projects; plan checking associated with the work may also be required.

TYPICAL TASKS

Inspects methods and materials used in the construction of streets, sidewalks, gutters, storm drains, catch basins, driveways, approaches, culverts and sewers; inspects compacting, finishing, grading, rolling, spreading of pavement material and concrete finishing and application of seal coats; inspects back filling of utility trenches; prepares and maintains records of investigations and work activity reports; maintains City-wide surveillance for violations; appears in court when required concerning codes and ordinances; performs special enforcement assignments; operates a City vehicle; performs related duties as required.

EMPLOYMENT STANDARDS

Training & Experience - Graduation from high school or GED equivalent and three years of experience in journey level public works construction inspection of streets, storm drains, sewers, sidewalks, and grading.

Licenses & Certificates - Possession of a valid California Class "C" driver's license.

Knowledge & Abilities - **Knowledge of:** Methods, materials, equipment, and safety hazards of public works construction; possible construction defects and flaws and effective corrective measures; basic mathematics, including algebra, and geometry; applicable construction laws, regulations, and codes. **Ability to:** Understand and interpret engineering plans and specifications and prepare accurate engineering records; interact professionally with contractors, engineers, and property owners; follow verbal and written instructions; communicate clearly and concisely, both orally and in writing; detect and locate faulty materials and workmanship; perform site inspection in a competent and expeditious manner; safely operate a vehicle observing legal and defensive driving practices.

WORKING CONDITIONS

Moderate exposure to dust, temperature, noise, and inclement weather in a construction zone environment. Some heavy lifting and other physical exertion required. Some exposure to irritating chemicals. Incumbent must be willing to work an irregular schedule, which may include weekends, holidays, evenings, and/or varying shifts. Incumbent must possess the stamina to work long hours and overtime, if necessary.

APPROVED: Diana M. Ramirez
DIRECTOR OF HUMAN RESOURCES

James L. Lee
CITY MANAGER

DATE REVISED: October, 1992